

INSTRUCTIONS
INCINERATOR SOURCE DESCRIPTION FORM (APC-2-04)

This form should be completed for all new permit applications and all renewals where source conditions have changed since the previous application. This form should be used for all incinerators instead of the more general Process or Fuel Burning Description Form (APC-2-02), and the Emission Point Description (APC-2-03).

- Item 1.-** The right-hand portions of the first two lines are intended for Memphis and Shelby County-Air Pollution Control Section (MSCHD-APC) use only. However, if your facility has been assigned these ID numbers, they can be entered in these spaces. Please note that the legal name of your organization is the name registered with the Tennessee Secretary of State and therefore shall match up with the business number provided by that agency.
- Item 2.-** Emission source number should be a simple code which uniquely identifies the equipment covered by the application. It will be used to identify the equipment under consideration and to distinguish it from other, possibly similar, equipment. It should be referenced on all future correspondence concerning the equipment in question. Once assigned, this code should not be changed. If a change is required, the previous code and the new code should be listed in block 16 and the reason for the change explained. Also list the Standard Industrial Classification code for the source if known.
- Item 3.-** Location of the source should be entered in either latitude and longitude to the nearest seconds, or UTM coordinates to the nearest .01 kilometer. For example, 495.27 and 3948.61 are UTM horizontal and vertical coordinates respectively.
- Item 4.-** Show the type of waste burned by entering the code number found on the back of the Incinerator Source Description Form (APC-2-04) which most nearly describes the material incinerated. Show the average and design charging rates and the approximate tons per year of waste burned.
- Item 6.-** Indicate the incinerator type by checking the appropriate boxes.
- Item 7-8.-** Operational schedule should reflect normal and maximum operating limits. Operation at less than normal load should be included in the operating time. Days/year need to be completed only if operation is so limited that it cannot be adequately described by days/week and weeks/year.
- Item 9.-** Percent annual throughput should reflect the appropriate seasonal nature of the process. If the operation is not seasonal, enter 25% for each.
- Item 10.-** Enter the design capacity of all auxiliary fuel burners and the approximate overfire and underfire air flow if applicable. Also indicate if the incinerator is designed to limit and control the amount of air to the primary chamber.
- Item 11.-** List the type of auxiliary fuel used and the type of standby auxiliary fuel if applicable. Complete the table showing the annual and hourly usage of all auxiliary fuels. The SCC code is for MSCHD-APC use only and should be left blank.
- Item 12.-** Enter the indicated stack information.
- Item 13.-** Particulate emission estimates should be based on stack sampling results. In most cases a valid stack test of particulate emissions from the manufacturer for the same or similar model incinerator will be acceptable. Emission estimates for other pollutants emitted from this point should be based on stack sampling results or engineering calculations. In certain cases other estimates or blanks may be accepted. Average emissions (lb/hr) should be representative of the following:
- a. For continuous or long-run, steady-state, operations is the total weight of pollutant emitted to the atmosphere for the entire period of continuous operation or for a typical portion thereof divided by the number of hours of such period or portion thereof.
 - b. For cyclical or batch type operations, it is the total weight of pollutant emitted to the atmosphere for a period which covers a complete or an integral number of cycles divided by the hours of actual process operation during such periods.

Maximum emissions (lb/hr) should be determined by dividing the total highest emissions possible during any 3 hour period with control equipment working properly, by 3. This will be dependent upon such things, either singly or in combination, as

maximum possible operating rate, a particular input material, product, or fuel which may result in increased emissions; periods of highest emissions for cyclical or batch type operations, etc. Concentrations should be determined for stack emissions only and should reflect average exit gas concentrations reported in the units specified on the Description Form.

Maximum emissions (tons/yr) should be determined by multiplying the above calculated maximum (lbs/hr) by the number of hours for which you wish to be permitted to operate, the product of which is then divided by 2000 lbs/tn. Emission estimation method and control device descriptions, along with corresponding codes, can be found on the back of the Permit Application Form (APC-2-01). The codes which most accurately describe the estimated control equipment efficiency should be entered for each pollutant present. Any estimation methods or control devices other than those listed in the tables should be described in the comments (Item 16).

Item 14.- If a wet scrubber is used to control emissions, supply the requested scrubber related information.